

**Item 9800 Summary Sheet**  
**Current Year 2015-16**  
(Whole Dollars—Rounded to Nearest Thousand)

Business Unit (Org Code)

Department Name

Description	Current Year 2015-16			
	- A -	- B -	- C -	
	Amount of Change	Staff Benefits	(A + B)	Total Adjustment
1. Benefits Adjustments	N/A	\$0	\$0	\$0
2. Salary Adjustments	\$0	\$0	\$0	\$0
<b>SUBTOTAL</b>	\$0	\$0	\$0	\$0
<b>CURRENT YEAR TOTAL:</b>				\$0
<b>Fund Split</b>		Non Governmental		Total, Net of Reimbursements
<b>Fund Split Total By Fund Class:</b>	General Fund	Special Fund	Cost Fund	Reimbursements
	\$0	\$0	\$0	\$0

\*\*\*Please note all highlighted cells retrieve data from cells contained in this Worksheet and/or Workbook\*\*\*

Due to your Finance budget analyst no later than COB September 25, 2015.

**Item 9800 Summary Sheet**  
**Budget Year 2016-17**  
(Whole Dollars—Rounded to Nearest Thousand)

**0000**

Business Unit (Org Code)

**0000**

Department Name

Description	Budget Year 2016-17			
	- A -	- B -	- C -	
	Amount of Change	Staff Benefits	(A + B)	
1. Benefits Adjustments	N/A	\$0	\$0	
2. Salary Adjustments	\$0	\$0	\$0	
<b>SUBTOTAL</b>	\$0	\$0	\$0	
<b>BUDGET YEAR TOTAL:</b>			\$0	
<b>Fund Split</b>		Non Governmental	Total, Net of	
<b>Total By Fund Class:</b>	General Fund	Special Fund	Cost Fund	Reimbursements
	\$0	\$0	\$0	\$0

\*\*\*Please note all highlighted cells retrieve data from cells contained in this Worksheet and/or Workbook\*\*\*

Due to your Finance budget analyst no later than COB September 25, 2015.

DEPARTMENT OF FINANCE USE ONLY			
Budget Analyst _____ (please print)		phone extension _____	
Principal _____ (please print)		phone extension _____	
Excel Tracking Document & FI\$Cal BBA <input type="checkbox"/>	<input type="checkbox"/>	ECU Analyst _____	

## Item 9800 List of Bargaining Units

Unit Number	Union	Description
1	Service Employees International Union (SEIU)	Professional, Administrative, Financial and Staff Services
2	California Attorneys, Admin Law Judges & Hearing Officers in State Employment (CASE)	Attorneys and Hearing Officers
3	Service Employees International Union (SEIU)	Education and Library
4	Service Employees International Union (SEIU)	Office and Allied
5	California Association of Highway Patrolmen (CAHP)	Highway Patrol
6	California Correctional Peace Officers Association (CCPOA)	Corrections
7	California Statewide Law Enforcement Association (CSLEA)	Protective Services and Public Safety
8	California Department of Forestry Firefighters (CDF Firefighters)	Firefighters
9	Professional Engineers in California Government (PECG)	Professional Engineers
10	California Association of Professional Scientists (CAPS)	Professional Scientific
11	Service Employees International Union (SEIU)	Engineering and Scientific Technicians
12	International Union of Operating Engineers (IUOE)	Craft and Maintenance
13	International Union of Operating Engineers (IUOE)	Stationary Engineers
14	Service Employees International Union (SEIU)	Printing Trades
15	Service Employees International Union (SEIU)	Allied Services
16	Union of American Physicians and Dentists (UAPD)	Physician, Dentist and Podiatrists
17	Service Employees International Union (SEIU)	Registered Nurses
18	California Association of Psychiatric Technicians (CAPT)	Psychiatric Technicians
19	American Federation of State, County and Municipal Employees (AFSCME)	Health and Social Services / Professional
20	Service Employees International Union (SEIU)	Medical and Social Services
21	Service Employees International Union (SEIU)	Educational Consultant and Library

## Item 9800 List of Eligible Salary and Benefit Adjustments

Adjustment Number	CBID	Class Code	Description	Applicable Salary Driven Benefits	Effective Date	Adjustment	Pay Letter #, Pay Differential #, and Personnel Management Liaison #
1	R01, R02, R03, R04, R11, R13, R14, R15, R17, R20, R21  All excluded employees except E97, E98, E99, M05, S05, M07, S07, C09, C19, E48 related to S09, M08, M09, S05, M05, S08, S09, M06, and S06	All except 1120, 4660, 9999, 4661, 2023, 4067, 4633, 4637, 4638, 4639, 4654, 4692, 5407, 1014, 4064, 4693, 4694, 4697, 4698, 4699, 5408, and 8241	2.5% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 2.5% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
2	E97, E98, and E99	All except 9704, 9705, 9706, 9764, 9766, 9767, 4088, 4089, 4092, 4093, 4094, 4095, 4096, 4097, 4098, 4099, 4105, 4111, 4112, 4113, 4114, and 8373	2.5% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 2.5% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
3	E97, E98, and E99	Only 9704, 9705, 9706, 9764, 9766, and 9767	4.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	1/1/2015	Multiply base pay of all employees by 2.0% for 12 months in 2015-16 and 12 months in 2016-17.  <b>Please Note:</b> Departments already received 2.0% for 12 months in 2015-16 as part of BL 14-26.	PL15-01A
4	M01 and S01	Only 0971 and 0973	Establish District Superintendent I/II Classifications from State Park Superintendent IV/V (DPR)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of vacant classification by 6.63% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-16
5	R04	Only 1120	Minimum Wage Increase to \$10.00	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	1/1/2016	Multiply base pay of all eligible employees by 8.93% for 6 months in 2015-16 and 12 months in 2016-17.	Not released yet
6	Excluded Employee	Only 4870	Minimum Wage Increase to \$10.00 (after 2.5% GSI)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	1/1/2016	Multiply base pay (after 2.5% GSI) of all eligible employees by 8.38% for 6 months in 2015-16 and 12 months in 2016-17.	Not released yet
7	Excluded Employee	Only 4872	Minimum Wage Increase to \$10.00 (after 2.5% GSI)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	1/1/2016	Multiply base pay (after 2.5% GSI) of all eligible employees by 8.40% for 6 months in 2015-16 and 12 months in 2016-17.	Not released yet
8	Excluded Employee	Only 9991	Minimum Wage Increase to \$10.00 (after 2.5% GSI)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	1/1/2016	Multiply base pay (after 2.5% GSI) of all eligible employees by 8.31% for 6 months in 2015-16 and 12 months in 2016-17.	Not released yet
9	R05, M05, and S05	All	0.4% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 0.4% for 12 months in 2015-16 and 12 months in 2016-17.	Not released yet
10	E99 (CHP Commissioner Only)	Only 8373	0.4% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all eligible employees by 0.4% for 12 months in 2015-16 and 12 months in 2016-17.	Not released yet
11	R05, M05, and S05	All	Prefunding Other Post-Employment Benefits	None	7/1/2015	Multiply base pay by 1.9% for 12 months in 2015-16 and 12 months in 2016-17.	PL 15-18
12	R06 and S06	Only 9579, 9662, and 9659	Pay Differential 20 - Canine Care Hourly Increase	Medicare: 1.45%	1/1/2016	Multiply the total number of eligible employees by \$24 for the number of instances per year in 2015-16 and 2016-17.	Not released yet
13	R07	Only 1937 and 1954	4.67% Special Salary Adjustment (after 3% GSI)	Retirement: Choose Applicable Rates Medicare: 1.45%	7/1/2015	Multiply base pay (after 3% GSI) of all employees by 4.67% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
14	S07	Only 1935	3.15% Special Salary Adjustment (after 2.5% GSI)	Retirement: Choose Applicable Rates Medicare: 1.45%	7/1/2015	Multiply base pay (after 2.5% GSI) of all eligible employees by 3.15% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
15	S07	Only 1936 and 1955	3.12% Special Salary Adjustment (after 2.5% GSI)	Retirement: Choose Applicable Rates Medicare: 1.45%	7/1/2015	Multiply base pay (after 2.5% GSI) of all eligible employees by 3.12% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
16	R07, R10, and R12	All	3.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 3.0% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
17	M08 and S08	All	2.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 2.0% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
18	R09, C09, M09, and S09 (and E48 related to S09)	All	3.3% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 3.3% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
19	R09	Only 3126, 3123, 3132, 3825, and 3848	Civil Engineer and Sanitary Engineer Class Consolidations	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees in class codes 3126 and 3848 (Range B) by 2.8% (after 3.3% GSI) for 12 months in 2015-16 and 12 months in 2016-17. Multiply base pay of all employees in class codes 3848 (Range A) and 3132 by 20.8% (after 3.3% GSI) for 12 months in 2015-16 and 12 months in 2016-17.	Not released yet
20	R09	All	Pay Differential 85 - Evening Shift Differential increase by \$0.40 per hour	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Contact your Finance budget analyst to determine eligibility and multiply the number of qualifying hours by \$0.40 for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
21	R09	All	Pay Differential 85- Night Shift Differential increase by \$0.50 per hour	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Contact your Finance budget analyst to determine eligibility and multiply the number of qualifying hours by \$0.50 for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
22	R11	Only 7878 and 7884	Pay Differential 296 - Phlebotomy Certification	Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply the total number of eligible employees in R11 by \$125 for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
23	R13 and S13	Only 6712, 6713, 6724, and 6699 (specific locations only)	Pay Differential 135 and Pay Differential 409 - \$2400 Geographical Pay Differential	Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply the total number of eligible employees in R13 and S13 by \$2,400 in 2015-16 and 2016-17.	PL15-15
24	R16	All except 6774, 7657, 7705, 7715, 7716, 7722, 7784, 7785, 7787, 7788, 7826, 7976, 7977, 9747, 9748, and 9749 and 9749 and 7565, 7651, 7551, 7552, and 7644 (DSH, DDS, DVA only)	2.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 2.0% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
25	R16	Only 6774, 7657, 7705, 7707, 7715, 7716, 7722, 7784, 7785, 7787, 7788, 7826, 7976, 7977, 9747, 9748, and 9749	3.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 3.0% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
26	R16	Only 7565, 7651, 7551, 7552, and 7644 (DSH, DDS, DVA only)	6.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 6.0% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
27	M16 and S16	Only 7529, 7536, 7561, 7577, 7594, 7674, 7675, 7705, 7716, 7788, and 7789	3.5% Special Salary Adjustment (after 2.5% GSI)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay (after 2.5% GSI) of all employees by 3.5% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15

## Item 9800 List of Eligible Salary and Benefit Adjustments

Adjustment Number	CBID	Class Code	Description	Applicable Salary Driven Benefits	Effective Date	Adjustment	Pay Letter #, Pay Differential #, and Personnel Management Liaison #
28	M16 and S16	Only 7529, 7594, 7536, 7561, 7577, 7674, 7675, 7705, 7716, 7788, and 7789	0.5% Special Salary Adjustment (after 2.5% GSI) - Excludes Related to Medical Consultants & Podiatrist	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay (after 2.5% GSI) of all eligible employees by 0.5% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
29	R18	All	2.25% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 2.25% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
30	R18	All	Pay Differential 85 - Night Shift Differential increase by \$0.85 per hour	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Contact your Finance budget analyst to determine eligibility and multiply the number of qualifying hours by \$0.85 for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
31	R18	All	Pay Differential 85 - Evening Shift Differential increase by \$0.50 per hour	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Contact your Finance budget analyst to determine eligibility and multiply the number of qualifying hours by \$0.50 for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
32	C19 and R19	All except 9423 and 9818	1.5% General Salary Increase (Excludes SVRC and QRP/AS)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all eligible employees by 1.5% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
33	R19	Only 9423 and 9818	4.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all eligible employees by 4.0% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
34	R19	Only 2160, 2162, 2163, 2166, 2167, 2168, 2172, 8223, 8277, 8278, 8279, 8280, 8309, 8313, 8315, 8320, 8331, 8333, 9279, 9281, 9342, 9768, 9769, 9806, 9815, 9853, 9890, 9897, 9912, 9913, 9916, 9919, 9920, 9922, and 9923	1.5% to 6.0% Various Special Salary Adjustments (after 1.5% GSI)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay (after 1.5% GSI) of all eligible employees by 1.5% to 6.0% for 12 months in 2015-16 and 12 months in 2016-17.  <b>Please Note:</b> Refer to PL 15-15 for further details to determine the Special Salary Adjustment for each classification.	PL15-15
35	R19	Only 2166, 8321, 8323, 8324, 8420, and 9286	Intern Supervision Pay Differential 410	Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply the total number of eligible employees in R19 by \$100 for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
36	R19	9287, 9283, 9872	Use of Force On-Call and Call-Back Addendum (CDCR)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Contact your Finance budget analyst to determine eligibility.	Addendum dated 10/07/14
37	M19 and S19	Only 2143, 2146, 2147, 2153, 2154, 2155, 2157, 2161, 8220, 8222, 8224, 8316, 8332, 8380, 9783, 9788, 9789, and 9831	2.0% to 6.0% Various Special Salary Adjustments (after 2.5% GSI) - Excludes Related to R19	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay (after 2.5% GSI) of all eligible employees by 2.0% to 6.0% for 12 months in 2015-16 and 12 months in 2016-17.  <b>Please Note:</b> Refer to PL 15-15 for further details to determine the Special Salary Adjustment for each classification.	PL15-15
38	S19	Only 9391 and 9420	1.5% Special Salary Adjustment (after 2.5% GSI) - Excludes Related to SVRC and QRP/AS (Adoption Sup I/II)	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay (after 2.5% GSI) of all eligible employees by 1.5% for 12 months in 2015-16 and 12 months in 2016-17.	PL15-15
39	Judges	All	2.40% General Salary Increase	Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 2.40% for 12 months in 2015-16 and 12 months in 2016-17.	Exempt Pay Letter
40	Commission on Judicial Performance	All	2.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 2.0% for 12 months in 2015-16 and 12 months in 2016-17.	Not released yet
41	State-Level Judiciary Employee Increase	All	2.0% General Salary Increase	Retirement: Choose Applicable Rates Social Security (OASDI): 6.2% Medicare: 1.45%	7/1/2015	Multiply base pay of all employees by 2.0% for 12 months in 2015-16 and 12 months in 2016-17.	Not released yet
42	Various	See Worksheet 3a and 3b	Health and Dental Benefits		1/1/2016	Based on the criteria on Worksheet 3a, multiply the specific enrollment by the party rate in Workbook 3b. Calculations should be included on Worksheet 5.	Not released yet

### Item 9800 Benefit Adjustment Instructions

CBID	Description	Effective Date	2015-16 Adjustment	2016-17 Adjustment	Personnel Management Liaison #
R01, R02, R03, R04, R07, R10, R11, R13, R14, R15, R16, R17, R18, R19, R20, R21	Health Benefits 80/80	12/1/2015	Multiply the specific BU enrollment by the 2016 party rate by 7 months.	Multiply the specific BU enrollment by the 2016 party rate by 12 months.	Not yet released
R05, R08, R09	Health Benefits 85/80	12/1/2015	Multiply the specific BU enrollment by the 2016 party rate by 7 months.	Multiply the specific BU enrollment by the 2016 party rate by 12 months.	Not yet released
Excluded	Health Benefits 85/80	12/1/2015	Multiply the specific BU enrollment by the 2016 party rate by 7 months.	Multiply the specific BU enrollment by the 2016 party rate by 12 months.	Not yet released
Rank and File (all except R06)	Dental Benefits (Delta Dental Enrollees Only)	12/1/2015	Multiply the specific dental plan enrollment by the 2016 party rate by 7 months.	Multiply the specific dental plan enrollment by the 2016 party rate by 12 months.	Not yet released
Excluded	Dental Benefits (Delta Dental Enrollees Only)	12/1/2015	Multiply the specific dental plan enrollment by the 2016 party rate by 7 months.	Multiply the specific dental plan enrollment by the 2016 party rate by 12 months.	Not yet released

**Note:** Health and dental adjustments are based on actual enrollment data - provide this backup to your Finance budget analyst.

### Item 9800 Benefit Adjustment Detail

		2016 Health Rate Adjustments		
CBID	Formula	1-Party	2-Party	3-Party
R01, R02, R03, R04, R07, R10, R11, R13, R14, R15, R16, R17, R18, R19, R20, R21	80/80 or 80/80 flat equivalent	\$38	\$78	\$101
R05, R08, R09	85/80	\$40	\$80	\$103
Excluded	85/80	\$40	\$80	\$103

		2016 Dental Rate Adjustments		
CBID	Plan	1-Party	2-Party	3-Party
Rank and File (Non-CoBen) (all except R06)	Delta Dental Only	\$0.64	\$1.13	\$1.63
Rank and File (CoBen)	Delta Dental Only	\$1.00	\$1.00	\$2.00
Excluded	Delta Dental Only	\$0.00	\$1.00	\$2.00

**Note:** Health and dental adjustments are based on actual enrollment data - provide this backup to your Finance budget analyst.

(Whole Dollars—Rounded to Nearest Thousand)

Business Unit (Org Code)

Department Name

[illegible]

\$0  \$0  \$0  \$0

**Add additional lines, if necessary, above last row of data to maintain totals.**

**Provide all supporting documentation to your respective Finance budget analyst.**

**Staff Benefits Rate:** #DIV/0!

Adjustments listed on Worksheet 3 may be reflected as hourly, monthly, or annually. Please convert calculations to same time periods when making the adjustments to ensure that they reflect full adjustments applicable in each fiscal year based on the effective date of the adjustment.

<sup>a</sup> The Adjustment Number is the identifier unique to each Salary Adjustment included on Worksheet 3. Departments must include the corresponding identifier for each adjustment requested.

<sup>b</sup> The Collective Bargaining Identification (CBID) number (e.g., R01, M01, C01, S01, E97).

<sup>c</sup> Each classification has been assigned a classification code consisting of four digits. The classification code must be entered for all salary adjustments unless designated "All" on Worksheet 3, in which case "various" can be used in lieu of a class code.

<sup>d</sup> The effective date is the date that the adjustment is effective, as detailed on Worksheet 3.

<sup>a</sup> Please provide a brief description of the adjustment. Use descriptions outlined on Worksheet 3; however, if additional specificity is required, please summarize. For example, if a department has an employee who is entitled to the "\$2,400 per year Recruitment and Retention Differential for Salinas Valley", a more concise description might be "\$2,400 R&R - Salinas."

<sup>f</sup> Departments should display the total number of positions in the classification that are affected by the adjustment.

<sup>9</sup> Enter the amount of the adjustment (e.g., "5%" for a five percent salary increase, "\$1,200" for the full-year cost of a \$100/month differential).

<sup>h</sup> For the 2015-16 and 2016-17 salary base, use the current year (2015-16) regular/ongoing expenditures of the 2016-17 7A. In addition, remove major one-time reductions such as program eliminations from the 2015-16 base.

<sup>i</sup> This column reflects the calculation of the salary base multiplied by the percent adjustment or differential multiplied by the number of eligible employees. This will be a **positive** number.

<sup>j</sup> Include applicable staff benefits (e.g., OASDI, Medicare, percentage-driven differentials, and retirement contributions) **on the "Amount of Change" only**. Each department must use the current year employer retirement contribution rate applicable to their employees. In addition, departments with employees in multiple retirement categories (e.g., Tier I and Tier II) must prepare separate calculations based on the applicable retirement category. The revised retirement rates are reflected in Control Section 3.60. The "Current Year Total" must tie to the "Staff Benefits" column on Line 2 of Worksheet 1.

\*\*\*Please note all highlighted cells retrieve data from cells contained in this Worksheet and/or Workbook\*\*\*

**Due to your Finance budget analyst no later than COB September 25, 2015.**



(Whole Dollars—Rounded to Nearest Thousand)

Business Unit (Org Code)

Department Name

[illegible]

\$0  \$0  \$0  \$0

**Add additional lines, if necessary, above last row of data to maintain totals.**

**Provide all supporting documentation to your respective Finance budget analyst.**

**Staff Benefits Rate:** #DIV/0!

Adjustments listed on Worksheet 3 may be reflected as hourly, monthly, or annually. Please convert calculations to same time periods when making the adjustments to ensure that they reflect full adjustments applicable in each fiscal year based on the effective date of the adjustment.

<sup>a</sup> The Adjustment Number is the identifier unique to each Salary Adjustment included on Worksheet 3. Departments must include the corresponding identifier for each adjustment requested.

<sup>b</sup> The Collective Bargaining Identification (CBID) number (e.g., R01, M01, C01, S01, E97).

<sup>c</sup> Each classification has been assigned a classification code consisting of four digits. The classification code must be entered for all salary adjustments unless designated "All" on Worksheet 3, in which case "various" can be used in lieu of a class code.

<sup>d</sup> The effective date is the date that the adjustment is effective, as detailed on Worksheet 3.

<sup>a</sup> Please provide a brief description of the adjustment. Use descriptions outlined on Worksheet 3; however, if additional specificity is required, please summarize. For example, if a department has an employee who is entitled to the "\$2,400 per year Recruitment and Retention Differential for Salinas Valley", a more concise description might be "\$2,400 R&R - Salinas."

<sup>f</sup> Departments should display the total number of positions in the classification that are affected by the adjustment.

<sup>9</sup> Enter the amount of the adjustment (e.g., "5%" for a five percent salary increase, "\$1,200" for the full-year cost of a \$100/month differential).

<sup>h</sup> For the 2015-16 and 2016-17 salary base, use the current year (2015-16) regular/ongoing expenditures of the 2016-17 7A. In addition, remove major one-time reductions such as program eliminations from the 2015-16 base.

<sup>i</sup> This column reflects the calculation of the salary base multiplied by the percent adjustment or differential multiplied by the number of eligible employees. This will be a **positive** number.

<sup>1</sup> Include applicable staff benefits (e.g., OASDI, Medicare, percentage-driven differentials, and retirement contributions) **on the "Amount of Change" only**. Each department must use the current year employer retirement contribution rate applicable to their employees. In addition, departments with employees in multiple retirement categories (e.g., Tier I and Tier II) must prepare separate calculations based on the applicable retirement category. The revised retirement rates are reflected in Control Section 3.60. The "Budget Year Total" must tie to the "Staff Benefits" column on Line 2 of Worksheet 1.

\*\*\*Please note all highlighted cells retrieve data from cells contained in this Worksheet and/or Workbook\*\*\*

**Due to your Finance budget analyst no later than COB September 25, 2015.**

**Item 9800 Benefit Adjustment Worksheet**  
**Current Year 2015-16**  
 (Whole Dollars—Rounded to Nearest Thousand)

0000

Business Unit (Org Code)

0000

Department Name

CBID <sup>a</sup>	Enrollment Status	Number of Enrollees <sup>b</sup>	2016 Change in Employer's Maximum Monthly Contribution <sup>c</sup>	Months	Total
<b>Health Adjustments</b>					
R01, R02, R03, R04, R07, R10, R11, R13, R14, R15, R16, R17, R18, R19, R20, R21	Single		\$38	7	\$0
	2-Party		\$78	7	\$0
	3-Party		\$101	7	\$0
R05, R08, R09	Single		\$40	7	\$0
	2-Party		\$80	7	\$0
	Family		\$103	7	\$0
Excluded	Single		\$40	7	\$0
	2-Party		\$80	7	\$0
	Family		\$103	7	\$0
<b>Dental Adjustments</b>					
R01, R03, R04, R05, R09, R10, R11, R12, R13, R14, R15, R20, R21 (Non-CoBen) (Delta Dental Enrollees Only)	Single		\$0.64	7	\$0
	2-Party		\$1.13	7	\$0
	Family		\$1.63	7	\$0
R02, R07, R08, R16, R17, R18, R19 (CoBen) (Delta Dental Enrollees Only)	Single		\$1.00	7	\$0
	2-Party		\$1.00	7	\$0
	Family		\$2.00	7	\$0
Excluded (Delta Dental Enrollees Only)	Single		\$0.00	7	\$0
	2-Party		\$1.00	7	\$0
	Family		\$2.00	7	\$0

TOTAL CURRENT YEAR (2015-16)<sup>d</sup>: **\$0**<sup>a</sup> The Collective Bargaining Identification (CBID) number (e.g., R01, M01, C01, S01, E97).<sup>b</sup> Departments are to enter the number of employees currently enrolled in either Single, 2-Party, or Family plans. Employees opting for the cash value (FlexElect Cash Option) must be excluded from the amount entered under the "Number of Enrollees." **Supporting documents identifying actual enrollee data must be provided to your Finance budget analyst.**<sup>c</sup> Represents the increase in the State employer's maximum monthly contribution for health and dental benefits (Refer to Worksheet 3b).<sup>d</sup> The "Current Year Total" must tie to the "Staff Benefits" column on Line 1 of Worksheet 1.

\*\*\*Please note all highlighted cells retrieve data from cells contained in this Worksheet and/or Workbook\*\*\*

Due to your Finance budget analyst no later than COB September 25, 2015.

**Item 9800 Benefit Adjustment Worksheet**  
**Budget Year 2016-17**  
 (Whole Dollars—Rounded to Nearest Thousand)

0000

Business Unit (Org Code)

0000

Department Name

CBID <sup>a</sup>	Enrollment Status	Number of Enrollees <sup>b</sup>	2016 Change in Employer's Maximum Monthly Contribution <sup>c</sup>	Months	Total
<b>Health Adjustments</b>					
R01, R02, R03, R04, R07, R10, R11, R13, R14, R15, R16, R17, R18, R19, R20, R21	Single		\$38	12	\$0
	2-Party		\$78	12	\$0
	Family		\$101	12	\$0
R05, R08, R09	Single		\$40	12	\$0
	2-Party		\$80	12	\$0
	Family		\$103	12	\$0
Excluded	Single		\$40	12	\$0
	2-Party		\$80	12	\$0
	Family		\$103	12	\$0
<b>Dental Adjustments</b>					
R01, R03, R04, R05, R09, R10, R11, R12, R13, R14, R15, R20, R21 (Non-CoBen) (Delta Dental Enrollees Only)	Single		\$0.64	12	\$0
	2-Party		\$1.13	12	\$0
	Family		\$1.63	12	\$0
R02, R07, R08, R16, R17, R18, R19 (CoBen) (Delta Dental Enrollees Only)	Single		\$1.00	12	\$0
	2-Party		\$1.00	12	\$0
	Family		\$2.00	12	\$0
Excluded (Delta Dental Enrollees Only)	Single		\$0.00	12	\$0
	2-Party		\$1.00	12	\$0
	Family		\$2.00	12	\$0

TOTAL BUDGET YEAR (2016-17)<sup>d</sup>: **\$0**<sup>a</sup> The Collective Bargaining Identification (CBID) number (e.g., R01, M01, C01, S01, E97).<sup>b</sup> Departments are to enter the number of employees currently enrolled in either Single, 2-Party, or Family plans. Employees opting for the cash value (FlexElect Cash Option) must be excluded from the amount entered under the "Number of Enrollees." **Supporting documents identifying actual enrollee data must be provided to your Finance budget analyst.**<sup>c</sup> Represents the increase in the State employer's maximum monthly contribution for health and dental benefits (Refer to Worksheet 3b).<sup>d</sup> The "Budget Year Total" must tie to the "Staff Benefits" column on Line 1 of Worksheet 1.

\*\*\*Please note all highlighted cells retrieve data from cells contained in this Worksheet and/or Workbook\*\*\*

Due to your Finance budget analyst no later than COB September 25, 2015.

**Item 9800 Salary and Benefit Adjustments Fund Split Worksheet**  
(Whole Dollars—Rounded to Nearest Thousand)<sup>c</sup>

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Business Unit (Org Code)

0000

Department Name

Appropriation Item <sup>a</sup>							2015-16		2016-17	
							Baseline Adjustment Type		Baseline Adjustment Type	
	Business Unit	Ref Code	Fund Code	Program Code	Category Code <sup>**</sup>	FUND CLASS <sup>b</sup>	Salary Adjustments (510XXXX)	Benefit Adjustments (515XXXX)	Salary Adjustments (510XXXX)	Benefit Adjustments (515XXXX)
1						N/A				
2						N/A				
3						N/A				
4						N/A				
5						N/A				
6						N/A				
7						N/A				
8						N/A				
9						N/A				
10						N/A				
11						N/A				
12						N/A				
13						N/A				
14						N/A				
15						N/A				
16						N/A				
17						N/A				
18						N/A				
19						N/A				
20						N/A				
21						N/A				
22						N/A				
23						N/A				
24						N/A				
25						N/A				
26						N/A				
27						N/A				
28						N/A				
29						N/A				
30						N/A				
Total Salary and Benefit Adjustments, Net of Reimbursements <sup>d</sup>								\$0		\$0

2015-16		2016-17	
Salary Adjustment Total	Benefit Adjustments Total	Salary Adjustment Total	Benefit Adjustments Total
\$0	\$0	\$0	\$0

2014-15 Fund Classification		2015-16 Fund Classification	
GF	\$0	GF	\$0
SF	\$0	SF	\$0
NGC	\$0	NGC	\$0
R	\$0	R	\$0

Total, All Funds <sup>c</sup>	\$0	Total, All Funds <sup>c</sup>	\$0
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Total, Net of Reimbursements <sup>d</sup>	\$0		\$0
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<sup>a</sup> Enter the Business Unit (BU), reference code, fund code, and category code for each Appropriation Item. If there is a transfer or an agency secretary adjustment, please indicate all affected items; due to fund transfers, it is possible that there will be both positive and negative amounts listed for the same adjustment.

<sup>b</sup> Please refer to the Uniform Codes Manual ([http://www.dof.ca.gov/accounting/uniform\\_codes\\_manual/funds/documents/20fundnum.pdf](http://www.dof.ca.gov/accounting/uniform_codes_manual/funds/documents/20fundnum.pdf)) to ensure that the fund classification is correct. Reimbursements will be identified separately. GF, SF, NGC, or R will be used for the fund classification in this column. Federal funds and bond funds will be classified as nongovernmental cost funds. Note that Fund 0995 is no longer available. To correctly capture reimbursements, please select Category code 48XXXXX.

<sup>c</sup> Current and Budget year must be in whole dollars rounded to the nearest thousand.

<sup>d</sup> Expenditures Net of Reimbursement (expenditures not funded by reimbursements). This total shows the net impact to the item/fund. This is a calculated value and represents the net difference between AC\_5 and AC\_48.

\* Unhide additional lines if necessary. Be sure to maintain formulas and totals by unhiding rows the line before the total.

**\*\* For Salary Adjustments (Worksheet 4), only select a category code from the FISCal Chart of Accounts (COA) that begins with 510XXXX (Salaries and Wages). For Benefit Adjustments (Worksheets 4 and 5), only select a category code from the COA that begins with 515XXXX (Staff Benefits). Please refer to the COA ([http://www.dof.ca.gov/FISCAL\\_Resources](http://www.dof.ca.gov/FISCAL_Resources)).**

**\*\*\*Please note all highlighted cells retrieve data from cells contained in this Worksheet and/or Workbook\*\*\***

Due to your Finance budget analyst no later than COB September 25, 2015.

## Item 9800 Crossties

**0000**

Business Unit (Org Code)

**0**

Department Name

### Description

### Current Year

### Budget Year

Worksheet 1 (Salary Adjustment Amount of Change) - Worksheet 4 (Salary Adjustment Amount of Change Total)

0

0

Worksheet 1 (Salary Adjustment Staff Benefits) - Worksheet 4 (Staff Benefits Amount of Change Total)

0

0

Worksheet 1 (Salary Adjustment Total Adjustment) - Worksheet 4 (Total Adjustment)

0

0

Worksheet 1 (Benefit Adjustments Staff Benefits) - Worksheet 5 (Total)

0

0

Worksheet 1 (Total By Fund Class) - Worksheet 6 (Total, All Funds)

0

0

Worksheet 1 (Total By Fund Class) - Worksheet 1 (Total Adjustment)

0

0

Worksheet 1 (Subtotal Amount of Change) - Worksheet 6 (Salaries Adjustments Total)

0

0

Worksheet 1 (Subtotal Staff Benefits) - Worksheet 6 (Benefit Adjustments Total)

0

0

**Due to your Finance budget analyst no later than COB September 25, 2015.**